Minutes
Graduate Council Meeting
Friday, March 12, 2010, 1:00-2:40 PM, HAB 802

In attendance: Laurel Garrick Duhaney (Dean), Jon Raskin (Presiding Officer), Elizabeth Hester, Gweneth M. Lloyd, Jan McLaurin, Rosemary Millham, Bernadette Morris, Andrea Noel, Fiona Paton, Emily Puthoff, Narcyz Roztocki, Rose Rudnitski, Vika Shock (guest).

Excused: Ying Lin

The meeting was called to order in HAB 802 at 1:00 pm.

1. Approval of Minutes

The minutes of March 5, 2010 were unanimously approved.

2. Announcements

- The next Grad Council meeting, scheduled for 4/2/10 (Good Friday) was cancelled; course proposal review will be done electronically (see New Business).
- The terms of 2 council members, Jon Raskin & Elizabeth Hester, are expiring in 2010. They should begin recruiting replacements. A new presiding officer will need to be elected to replace Jon Raskin.

3. Old Business

a. Transfer Credits – (New Paltz vs. Non- New Paltz transfer credits) (tabled)

b. Leave of Absence (tabled)

c. Update on Proposals from the Department of Electrical & Computer Engineering (tabled)
   - EGE 521: CMOS Analog Circuit Design
   - EGE 536: VLSI Design
   - EGE 537: Digital Systems Design
   - EGE 574: Electronics Properties of Materials
   - EGE 585: Engineering Management

d. Update on Request from External Researcher to Collect Data at New Paltz
   Jan McLaurin reported that this had been cleared and no further action on the part of the council was needed.

4. New Business
a. Review and Approval of the following new courses from the Dept. of Educational Administration:

- EDA703: Internship in Leadership I
- EDA704: Internship in Leadership II
- EDA783: Values and Ethics in Educational Leadership

Action on the EDA703&4 courses was tabled; modifications have not been addressed because the proposal author has been traveling.

Action on the EDA783 was tabled. The modified proposal will be sent by email and we will submit feedback that way because the 4/2 council meeting has been cancelled.

Several points were discussed stemming from this proposal:

1. Helise Winters from Regional Ed. asked Laurel Garrick Duhaney about the intended format of the course – seated, online or blended? It was not clear to her from the proposal form, so changes to the form were suggested. The form will be modified to account for each distinct format. The question was raised as to how students distinguish the online format when searching for courses. They can now search the Schedule of Classes for online courses specifically. It was suggested that online course listings include a link to the instructor’s bio. It was pointed out that this is an aspect of quality at SUNY New Paltz; online courses are listed with specific instructors rather than generically as at some institutions that offer large numbers of online courses. Online course have different fees from seated courses.

2. Regarding online courses, Fiona Pa ton raised a concern regarding structuring graduate programs in response to student feedback. A discussion ensued on the question of quality graduate programs balanced with marketability. Within a competitive market, the importance of developing and maintaining respectable accredited programs was stressed, as was the need for support for faculty research. The undergraduate program encouraging faculty mentoring of student research through funding was suggested a model, although it was noted by Jan McLaurin that faculty do involve grad students in their research in other ways.

b. Review & Discussion of the following Graduate Program Approval Forms/Guidelines:

- SED562: Education Across Borders: International Ideas and Experiences
  Approved unanimously with minor modifications.
- New Graduate Program Proposal Form
- Revised Graduate Program Proposal Form
- NYSED Program Guidelines for Programs Leading to Teacher Certification (not addressed)

These points were raised regarding the process for new program proposals and deactivation of programs:
- The process of proposing new programs involves multiple simultaneous paths leading to approval by the appropriate governing bodies.
- It is important to consider state guidelines when proposing new programs or deactivating existing ones. This must be done formally. Usually programs are deactivated for 3 years first before being discontinued.

c. Update on Graduate Programs Marketing Initiatives (tabled)

d. Research & Creative Project Awards (tabled)

e. Approval of 1-credit Online Courses (tabled)

f. Non-Matriculated Students & Eligibility for Financial Aid (tabled)

The meeting was adjourned at 2:40pm.

Respectfully Submitted,

Elizabeth Hester